

Olendorff Library Circulation Policy

The Olendorff Library serves the information needs of all FRESC researchers, the Biology Department graduate students of Boise State University and remote users of its database. To facilitate the sharing of materials among users, the checkout period is limited to 3 months with renewal privileges. Items are required to remain in the Raptor Research Center or other FRESC locations. However, items may leave the building for a 72-hour period for duplication or use if appropriate identification is provided to the librarian. Borrowers are encouraged to photocopy reprints, government reports, etc. if they are required for an extended period of time and to return the original to the library. Notices are sent to those with overdue material.

Items checked out from the library may be recalled at any time for another user. The librarian will immediately contact the current borrower who will have three days to return the items to the library. The original borrower may request the item returned to him/her when the recall is satisfied.

A Reference Collection of unique, rare or irreplaceable reference materials will be identified, shelved in a secured location, and will only be available for use within the library. Items checked out from the library will be monitored and a plan will be implemented to digitize those popular items that are in the public domain or to seek permission for those that are copyrighted.

If you have any questions or comments please contact Susan Toussaint.